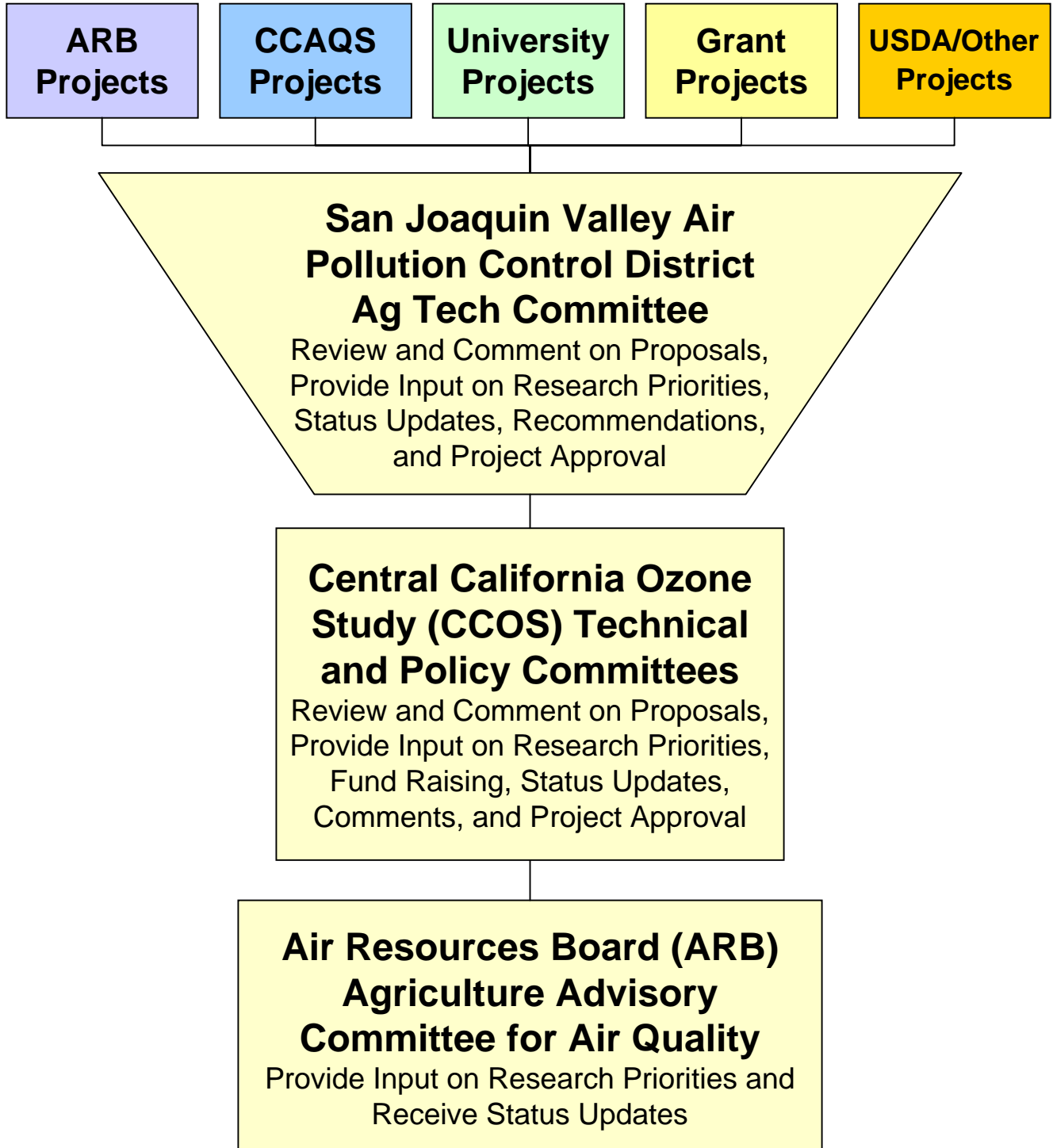


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California Agricultural Research Projects

Review and Approval Process Summary



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Step by Step

Research Proposal and Review Process

Step	Task	Description
Step 1	Develop a proposal	Researchers, regulators, industry, environmentalists, and others develop research proposals. Funding sources are also identified.
Step 2 (option 1)	Present proposal to California Air Resources Board Agricultural Advisory Committee for Air Quality and to the Study Agency Committees	Once a proposal has been developed and refined, it should be introduced at one of these forums based upon the scope of the project, or the identified source of funding, for review and comment. For topics of statewide or regional interest, the most logical forums for discussion are the California Air Resources Board Agricultural Advisory Committee for Air Quality and the Study Agency Committees. However, for those proposals that have a local San Joaquin Valley focus, the Ag Tech committee would be the first forum for research proposal discussion. Ultimately, the proposals need to be coordinated between these groups.
Step 2 (option 2)	Present proposal to Ag Tech	
Step 3	Finalize project proposal	After incorporating input from the California agricultural research oversight groups, project staff will prepare a final statement of work describing tasks, deliverables, schedule, budget, and key personnel.
Step 4	Project contracting	The project contracting will vary substantially depending on funding sources and agencies involved. In this step all funding is encumbered and all contract language is added and processed through the appropriate agencies.
Step 5	Project status updates	Once the project begins, regular project updates are expected. Updates can either be provided by the researchers or by the contract manager. Any problems will also be discussed and members of the California agricultural research oversight groups will assist in helping to resolve issues.
Step 6	Project draft report	Once a draft report is available, it will be provided to the membership of California agricultural research oversight groups for review.
Step 7	Final report	The final report, which incorporates the comments on the draft, will be presented to the California agricultural research oversight groups.

DRAFT CCOS, CRPAQS, AgTech Study Agency Research Process

